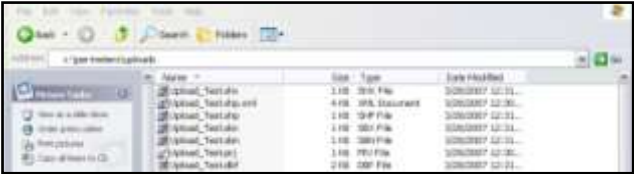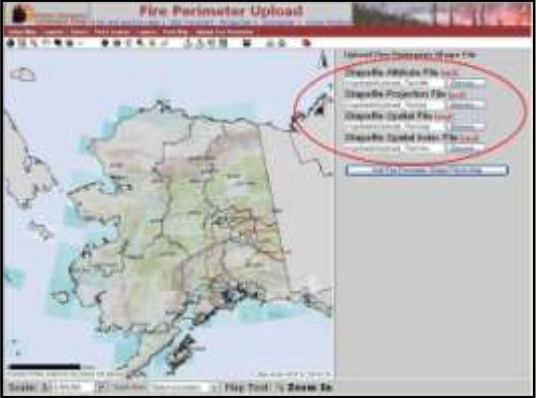# 2009
Fire Season

GIS
Fire Perimeter
Upload Instructions
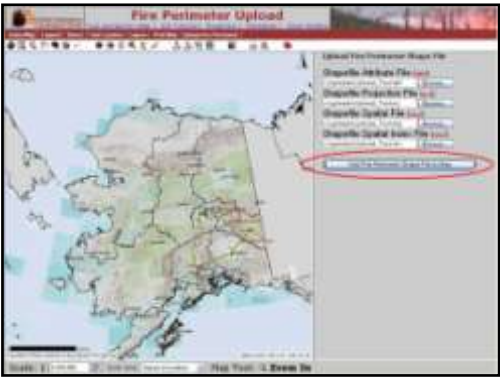
FIRE PERIMETER UPLOAD PROCESS

GENERAL STEPS TO UPLOAD FIRE PERIMETERS

1. Establish a login account with AICC GIS group.
2. Know where the shapefile is stored on your computer.
3. Login to the fire perimeter upload site:
   http://afsmaps.blm.gov/imf/imf.jsp?site=fireupload
4. Add your shapefile to the perimeter upload form.
5. Review your shapefile on a map to ensure data quality.
6. Assign your perimeter to a fire record.
7. Provide perimeter collection date and time, and optional collection information.
8. Submit your perimeter to the upload site.
9. After AICC processes your shapefile it will become viewable to the public on the AICC Fire information web-site within 24 hours.
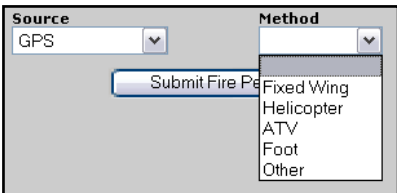
FIRE PERIMETER UPLOAD PROCESS

1.	Only AWFCG cooperating agencies may upload fire perimeters to the upload site. If you represent an AWFCG agency, and do not already have a login, contact one of the AICC Perimeter Upload Site Support Contacts listed at the right.	Fire Perimeter Upload Site Support Contacts:
		
		• Gary Schmunk (IT Specialist)
		  Phone: (907) 356-5593
		  E-Mail: gschmunk@blm.gov
		
		• Hilary Rigby (GIS Specialist)
		  Phone: (907) 356-5587
		  E-Mail: hrigby@blm.gov

2.	Have a fire perimeter shape file ready to upload and know where it is located on your computer. **The fire perimeter must be a full perimeter. Please do not submit partial fire perimeters.**	
3.	Use a web browser and go to the AICC Perimeter Upload Site. A login prompt like the one shown should prompt you for a user name and a password.	
4.	Browse to the shape file you are submitting and attach all the associated files requested on the form (.shp, .shx, .dbf, .prj, and files). **Only one polygon can be uploaded at one time. If your fire perimeter has more than one shape, you will get an error.**	

5.	Press "Add Fire Perimeter Shape File to Map" to view the perimeter on a map. **Note: Pressing the "Add Fire Perimeter Shape File to Map" button does not submit it to the site. Submitting the perimeter to the site will occur only when the "Submit Fire Perimeter" button is pressed (See #14 below).**	
6.	If file types are incorrect, or if they do not match the shape file base name, an error message will be displayed. If this happens, select the correct file(s) and press "Add Fire Perimeter Shape File to Map" button again.	
7.	If the shape file was successfully added in step #4 and/or #5 the map extent will automatically zoom to the fire perimeter area. Visually inspect the map details and confirm the perimeter is the one you want to upload.	
8.	If the perimeter is not the correct one, use the "Upload Fire Perimeter" tab to go back to the "Upload Fire Perimeter Shape File" page (#3 above) and add the correct shape file.	

9.	If the perimeter is the correct one, select a fire to assign your shape file to from the drop-down list in the area to the right of the map. Once a fire has been selected, the form will expand to include more fillable fields.	
10.	Provide Contact Information and Date/Time of the perimeter. This information is required. a) The "Contact Field" will auto-populate if the user name contact information is known. You will need to type in this information before submitting the perimeter if contact information is missing . b) Assign a date and time when the fire perimeter was collected.	
11.	Fill in the optional information about the fire perimeter only if you know it. Leave these fields blank if this information is not known. If the perimeter was used for the final fire report, use the checkbox to flag the perimeter with this information. If needed, use the space provided for additional comments regarding perimeter collection. If you know the data collection source and method, select them from the dropdown lists. See below for Source and Method descriptions.	
12.	GPS and Differential GPS If the perimeter was collected by GPS or Differential GPS, select the method by which the GPS was operated during perimeter collection.	

FIRE PERIMETER UPLOAD PROCESS